

**DEPARTMENT OF INFORMATION RESOURCES
OPEN BOARD MEETING**

Thursday, August 26, 2021, 10:00 a.m.

Online Video Conference | https://www.zoomgov.com/webinar/register/WN_XVApy3anT0uldUtoWxWP4g

MINUTES

- PRESENT** Ben Gatzke (Board Chair)
Mike Bell
Stuart Bernstein
Stacey Napier
Jeffrey Tayon
Brian Collier, *ex-officio*
Melody Parrish, *ex-officio*
- ACTION** *Mr. Gatzke called the meeting to order at 10:05 a.m., with a quorum present.*
- TOPIC** **2. Chair’s Remarks**
- DISCUSSION** *Mr. Gatzke provided information regarding the virtual meeting operations.*
- MOTION** A motion was made to approve the board meeting minutes of May 6, 2021, and July 15, 2021 by *Mr. Bell* and seconded by *Mr. Bernstein*.
- ACTION** The motion was unanimously approved.
- TOPIC** **3. Executive Director’s Report on Agency Performance**
- DISCUSSION** Ms. Amanda Crawford, Executive Director, reflected on DIR’s performance as well as the government community over the past year and a half during the COVID-19 pandemic. Ms. Crawford provided an update on the 87th Legislative Session, with a focus on SB 1 and HB 2, and spoke briefly on SB 475, SB 538, HB 3130, HB 1118, HB 4018, as well as SB 11/HB 5 in the second Special Legislative Session. Ms. Crawford recognized the DIR Public Affairs Team, Brady Vaughn, and Brittney Booth Paylor. Ms. Crawford gave a brief update on DIR’s return to office strategy. Ms. Crawford introduced the newest DIR employees to the Board.
- TOPIC** **4. Human Resources Report**
- DISCUSSION** Ms. Lisa Jammer, Director of People and Culture, provided an update on DIR employee culture and turnover rate, including talent acquisition, turnover trends, a compensation snapshot, and insight into the turnover rate. Additional, Ms. Jammer, provided information on the preservation of DIR’s culture post-pandemic, including DIR challenge coins, additional recognitions, and awards.
- TOPIC** **5. Finance Update**

DISCUSSION Mr. Nick Villalpando, Chief Financial Officer, provided an update on Fiscal Year 2021 Q3, and presented the Fiscal Year 2022 Proposed Operating Budget and Proposed Administrative Fees.

MOTION A motion was made to approve the DIR Fiscal Year 2022 Annual Operating Budget and Administrative Fees, by *Mr. Tayon* and seconded by *Mr. Bell*.

ACTION The motion was unanimously approved.

TOPIC **6. Internal Audit Update**

DISCUSSION Ms. Paige Buechley, Chief Audit Executive, provided information on and presented two recommended motions to the board, an audit report on BidStamp Vendor Information System and Contracting Processes, and the Annual Audit Plan for Fiscal Year 2022.

MOTION A motion was made to approve the Audit Report on BidStamp Vendor Information System and Contracting Processes, by *Mr. Tayon* and seconded by *Mr. Bell*.

ACTION The motion was unanimously approved.

MOTION A motion was made to approve the DIR Annual Audit Plan for Fiscal Year 2022, by *Mr. Bell* and seconded by *Mr. Bernstein*.

ACTION The motion was unanimously approved.

TOPIC **7. Chief Procurement Office Update**

DISCUSSION Ms. Aiko Neill, Director of Contract Management, presented an action item related to contract DIR-MSS-SCP-001.

MOTION A motion was made to approve an amendment to AT&T Corp. Contract DIR-MSS-SCP-001, and to delegate authority to the executive director or their designee to execute the contract amendment by *Ms. Napier* and seconded by *Mr. Bernstein*.

DISCUSSION Ms. Colleen Berkley, Director of Procurement Services, presented an action item to approve a contract award to General Datatech, L.P., for the purchase of CISCO Network Cards to update hardware necessary for the operation of DIR's operations network.

MOTION A motion was made to approve award of contract to General Datatech, L.P., and to delegate authority to the executive director or their designee to execute the contract amendment by *Mr. Bell* and seconded by *Ms. Napier*.

DISCUSSION Mr. Hershel Becker, Chief Procurement Officer, provided an update on the Cooperative Contracts sales through Fiscal Year 2021 Q3, the HUB report, outreach, and training.

TOPIC **8. Office of General Counsel Update**

DISCUSSION Ms. Kate Fite, General Counsel, presented a rulemaking action for 1 TAC 202 – Information Security Standards. Ms. Christi Koenig Brisky, Assistant General Counsel, provided further information on the rulemaking item.

MOTION A motion was made to approve the proposed rule amendment to 1 TAC 202 and authorize publication in the Texas Register for thirty days for public comment, by *Mr. Bell* and seconded by *Ms. Napier*.

ACTION The motion was unanimously approved.

TOPIC **9. Chief Operations Office Update**

DISCUSSION Mr. Dale Richardson, Chief Operations Officer, provided an update on operational performance for the Shared Technology Services Program, Texas.gov Program, Communications Technology Services Program, and the Capitol Complex Telephone System.

TOPIC **10. Chief Information Security Office Update**

DISCUSSION Ms. Nancy Rainosek, Chief Information Security Officer, provided an update on points of interest, including the Multi Factor Authentication Program, the continuation of election security training, the annual Information Security Forum and agency participation in the Statewide Information Security Program Penetration Tests. Ms. Rainosek provided an update on the passage of several cybersecurity bills including SB 475, HB 1118, and SB 1696.

TOPIC **11. Chief Data Office Update**

DISCUSSION Mr. Ed Kelly, Chief Data Officer, provided an Fiscal Year 2021 Q3 update on DIR’s activities in working and supporting customers in response to the COVID-19 pandemic. Mr. Kelly also gave an update on the Open Data Portal growth, utilization, and prospective customer onboarding process, as well as briefings conducted on the Texas Data Management Program.

TOPIC **12. Program Development Office Update**

DISCUSSION Ms. Endi Silva, Director of Program Development, provided an update on the DIR website project, future projects planned by the program development office, the number of design requests and publications received by the program development team, social media highlights, and outreach updates and discussion. She also provided a preview of the recently released Shared Technology Services videos available on DIR’s YouTube channel.

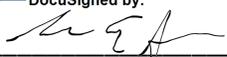
TOPIC **13. Public Testimony**

No public testimony

MOTION A motion was made to adjourn the meeting by *Mr. Bell* and seconded by *Mr. Tayon*.

ACTION The meeting adjourned at 11:41 a.m.

Approved by the Board Chair:

DocuSigned by:


Ben Gatzke, Chair

11/4/2021 | 7:33 AM CDT

Date